



**National Aeronautics and Space Administration (NASA)
Integrated Enterprise Management Program Office**

**Human Capital Integrated Environment (HCIE)
FPPS Labor Cost File Attributes
Interface Development Agreement
Version 3.0**

Updated: Tuesday, August 19, 2008

Interface Development Agreement

TABLE OF CONTENTS

1. DOCUMENT HISTORY LOG.....	3
2. SOURCE SYSTEM INFORMATION.....	4
2.1 System Name	4
2.2 Points of Contact.....	4
2.3 Operational / Maintenance Windows.....	4
3. DESTINATION SYSTEM INFORMATION.....	5
3.1 System Name	5
3.2 Points of Contact.....	5
3.3 Operational / Maintenance Windows.....	5
4. INTEGRATION OVERVIEW.....	6
5. AREAS OF RESPONSIBILITY.....	7
5.1 Source System	7
5.2 Source System Component Dependencies.....	7
5.3 Destination System	7
5.4 Destination System Component Dependencies	7
6. SECURITY.....	8
6.1 General Service Security Requirements	8
6.2 Confidentiality / Integrity	8
6.3 Authentication.....	8
6.4 Authorization	8
7. TECHNICAL IMPLEMENTATION	9
7.1 Transport Method / Protocol.....	9
7.2 Integration Trigger and/or Process Schedule	9
7.3 Source System	9
7.4 Destination System	9
7.5 Integration Exchange Model (Shared Data Model)	10
7.5.1 FPPS Labor Cost File Header Record.....	10
7.5.2 FPPS Labor Cost File Trailer Record	10
7.5.3 FPPS Labor Cost File Detail Record.....	11
7.6 Technical Flow Diagram.....	13
7.7 FPPS Labor Cost In - Process Step.....	13
8. PROJECT LEVEL TRACKING.....	14
8.1 Deliverables	14
8.2 Milestones.....	14
8.3 Risks & Mitigation.....	14
8.4 Change Control.....	14
9. APPENDIX.....	15
9.1 IDA Governance Process.....	15
9.2 Supporting/Reference Documents	15
10. APPROVAL SIGNOFF	16

1. Document History Log

Version	Author	SR#	Description of Change
1.0	HCIE Team, FPPS	135468	Original Document
2.0	HCW		Inserted changes/updates to Sections 2.1,2.2,3.1,3.2,4.0,5.3,7.2, and 9.1
3.0	HCW		Updated Section 2.2 to add Point-of-Contact (POC) name for Office of the Chief Financial Officer

2. Source System Information

2.1 System Name

System Name	Department of Interior's (DOI) Federal Personnel Payroll System (FPPS)
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2.2 Points of Contact

NASA Labor Cost Functional Owner:	Office of the Chief Financial Officer (POC: Ledetria Beaudoin, Agency Business Process Lead)
NASA Labor Cost Functional Lead Name:	Ona Elliott (Human Capital & Workforce Office)
Phone:	256-544-7342
Email Address:	Ona.b.elliott@nasa.gov
DOI Functional Point of Contact Name:	DOI - Jody Jenik (HR) Lisa Martinez (Payroll)
Phone:	303-669-7355 303-969-7788
Email Address:	Jody_F_Jenik@nbc.gov Lisa_a_martinez@nbc.gov
DOI Technical Owner Name:	Tom Larson
Phone:	303-669-7738
Email Address:	thomas_d_larson@nbc.gov
DOI Technical Point of Contact Name:	Virgil Kipers
Phone:	303-969-5309
Email Address:	Virgil_M_Kipers@nbc.gov

2.3 Operational / Maintenance Windows

Provide operational / maintenance windows on a 2400 clock (example: 0700 – 1900)

Weekday	Operational Window	Maintenance Window
Sunday:		0000-2400
Monday:	0000-2400	
Tuesday:	0000-2400	
Wednesday:	0000-2400	
Thursday:	0000-2400	
Friday:	0000-2400	
Saturday:	0000-2200	2200-2400

3. Destination System Information

3.1 System Name

System Name	NASA/IEMP Enterprise Service Bus (ESB) Human Capital Integrated Environment's (HCIE) Portal Data Warehouse
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3.2 Points of Contact

HCIE Functional Owner:	Workforce Systems and Accountability Division, Office of Human Capital Management
HCIE Data Management Lead Name:	Teresa Wenger, NASA Shared Services Center
Phone:	256-544-3794
Email Address:	Teresa.R.Wenger@nasa.gov
Functional Point of Contact Name:	Jessica Rousseau
Phone:	256-961-3869
Email Address:	Jessica.M.Rousseau@nasa.gov
Technical Owner Name:	Greg Chambers
Phone:	256-961-9621
Email Address:	Paul.G.Chambers@nasa.gov
Technical Point of Contact Name:	Shawn Hale
Phone:	256-683-6127
Email Address:	Shawn.C.Hale@nasa.gov

3.3 Operational / Maintenance Windows

Provide operational / maintenance windows on a 2400 clock (example: 0700 – 1900)

Weekday	Operational Window	Maintenance Window
Sunday:		2400-0400 ; 0400-1400
Monday:	0600-1900 ; 1900-2400	2400-0400
Tuesday:	0600-1900 ; 1900-2400	2400-0400
Wednesday:	0600-1900 ; 1900-2400	2400-0400 ; 0400-0600
Thursday:	0600-1900 ; 1900-2400	2400-0400 ; 1900-2100
Friday:	0600-1900 ; 1900-2400	2400-0400
Saturday:		2400-0400 ; 0400-1200

4. Integration Overview

Provide a brief description of the integration

This is a pass through integration of the Labor Cost Flat File as provided by DOI, containing actual payroll calculation results. This file contains all centers, with ten headers and ten footers identifying the respective centers.

The intended HCIE use of this file is restricted to the reporting of employees' applicable raw/straight hours , amounts, and hour types (as calculated and paid via the FPPS payroll process) in HCIE report scenarios requiring authoritative source data values..

The source file is a fixed Length file with the following characteristics:

- A column-oriented, fixed record length, ASCII character flat file
- Character fields will be left justified and place filled to the right
- The ASCII carriage return will be used to mark the end of a record.
- Single file with sections for each center

A copy of the biweekly FPPS Labor Cost File will be retrieved at 4 am every other Wednesday morning for use in the HCIE integration. The HCIE Labor Cost File integration is separate from the existing Agency Labor Distribution System (ALDS) integration currently generated at 7 am every other Wednesday. This eliminates contention of the use of the cost file between applications.

5. Areas of Responsibility

5.1 Source System

Provide a description of the effort of work impacting the source system to fulfill interface requirements.

Placement of the FPPS Labor Cost File on the DOI Mainframe

5.2 Source System Component Dependencies

Provide a list of known dependencies associated with the implementation of this object

Support SSH file transfer protocol (sFTP)

5.3 Destination System

Provide a description of the effort of work impacting the destination system to fulfill interface requirements

Support the transfer of FPPS Labor Cost Files (designated for HCIE use) via sFTP on a scheduled basis with manual additional runs at Fiscal Yearend and Calendar Yearend.

5.4 Destination System Component Dependencies

Provide a list of known dependencies associated with the implementation of this object

None

6. Security

6.1 General Service Security Requirements

Provide a description of the data sensitivity and any security regulations governing the service.

SBU – Sensitive But Unclassified

6.2 Confidentiality / Integrity

Confidentiality ensures that information shared between the client system and the ESB is not available to third parties. It further ensures that only the sending and receiving systems are able to view the contents of the information transmitted.

Integrity ensures that information shared between the client system and the ESB is not altered in transit. This guarantees that the information remains intact from the time of transmission to the point of delivery.

Source	Destination	Description
FPPS	NASA ESB	Dedicated T-1 Line

6.3 Authentication

Authentication ensures that the client requesting a service from the ESB is the client system that it's claiming to be. It requires that the request from the client to the ESB prove that the request is in fact from the client sending the request.

Source	Destination	Description
FPPS	NASA ESB	Username / Password

6.4 Authorization

Authorization ensures that the client is only able to consume services/information that the client is approved to access. The ESB uses a series of authorization configuration to match client access to the correct level of authorization.

Source	Destination	Description
FPPS	NASA ESB	Login credentials only allow access to explicitly identified datasets / directories

7. Technical Implementation

7.1 Transport Method / Protocol

Describe the transport mechanism/protocol used between the source and destination systems to support the integration.

SSH File Transfer Protocol (sFTP)

7.2 Integration Trigger and/or Process Schedule

Provide the system name providing the integration trigger the owner of the system. (ex. Source System, Enterprise Scheduler, Other)

Enterprise Schedule (Control-M) trigger

Describe the Trigger - (List trigger event and trigger mechanism)

(If batch integration utilizing a scheduler, then provide the schedule run calendar).

Integration will be executed on a biweekly basis on Wednesday at 4 am. (Additional manual runs required at Fiscal Yearend and Calendar Yearend for the special / additional Labor files created by DOI.)

7.3 Source System

Client Name	FPPS
Data Sensitivity	SBU
CIP Transport / Protocol	sFTP
Network Domain(s)	IEMP
Authentication	Username/ Password
Authorization	Restricted access to pull and delete from the mainframe directory
CIP Service Definition	n/a
Pattern	XDA

7.4 Destination System

Destination	NASA ESB
Data Sensitivity	SBU
Transport / Protocol	sFTP
Network Domain(s)	IEMP
Authentication	Username/Password
Authorization	Restricted access to pull and delete from the mainframe directory
Type (Service Provider, Event Receiver)	n/a

7.5 Integration Exchange Model (Shared Data Model)

Provide a description of the data structure utilized.

Labor Cost Flat File as provided by DOI, containing actual payroll calculation results.

If applicable, embed Data Structure Control File (ex. XSD, SEF, XLS, etc)

7.5.1 FPPS Labor Cost File Header Record

*** For HCIE – will need to read first record in file and join the Pay Period Processed, Pay Period Prcs End Dt and Official Pay Date fields to each Detail record for sending to PDW. Discard rest of the “HEADER” records.

NOTE: Fields (1-28) will be the only data elements passed to BW.

Field NO.	FPPS Field	Description	HCIE Field	Format	Begin-End
	HDR-DEPT	Department – Use from Detail Record	FILLER	X(02)	001-002
	HDR-BUR-OR-OFC	Bureau Code – Use from Detail Record.	FILLER	X(02)	003-004
	FILLER	Blank fill.	FILLER	X(02)	005-006
1	HDR-YRPP	Processing Pay Period in CCYYPP format.	Pay Period Processed	X(06)	007-012
	FILLER	Zero fill.	FILLER	X(03)	013-015
2	PP-END-DTE	Pay Period End Date for the Processing Pay Period. (EAI will pass as CCYYMMDD to BW)	Pay Period Prcs End Dt	X(06)	016-021
	FILLER	Zero fill.	FILLER	X(08)	022-029
	HEADER-ID	The literal ‘HEADER’.	FILLER	X(06)	030-035
	FILLER	Zero fill.	FILLER	X(97)	036-132
	BUR-NAME	Bureau Name.	FILLER	X(28)	133-160
	FILLER	Blank fill.	FILLER	X(02)	161-162
3	PAY-DATE	Official Pay Date in CCYYMMDD format.	Official Pay Date	X(08)	163-170
	FILLER	Blank fill.	FILLER	X(03)	171-173
	PAY-DATE-JULIAN	Official Pay Date in YDDD Julian Date format.	FILLER	X(04)	174-177
	FILLER	Blank fill.	FILLER	X(103)	178-280

7.5.2 FPPS Labor Cost File Trailer Record

*** Entire records should be discarded based on “COSTFIL” in positions 3-9.

Field NO.	FPPS Field	Description	Format	Begin-End
	FILLER	Blank fill.	X(02)	001-002
	FILE-ID	The literal ‘COSTFIL’.	X(07)	003-009
	ID-COUNT	The literal ‘0001’.	X(04)	010-013
	PROC-ENTITY	Blank fill.	X(02)	014-015
	FILE NAME	The literal ‘COSTFIL’ .	X(07)	016-022
	FILE-VERSION	Blank fill.	X(04)	023-026
	FILE-VALUE	The Grand Total of all AMOUNT fields.	S9(13)V99	027-041
	FILE-COUNT	The Total Count of all Detail records.	9(06)	042-048
	TAPE-NUMBER	Blank fill.	X(08)	049-055
	CAN-FILE-DATE	File creation date in YYMMDD format.	X(06)	056-061
	FILLER	Blank fill.	X(219)	062-280

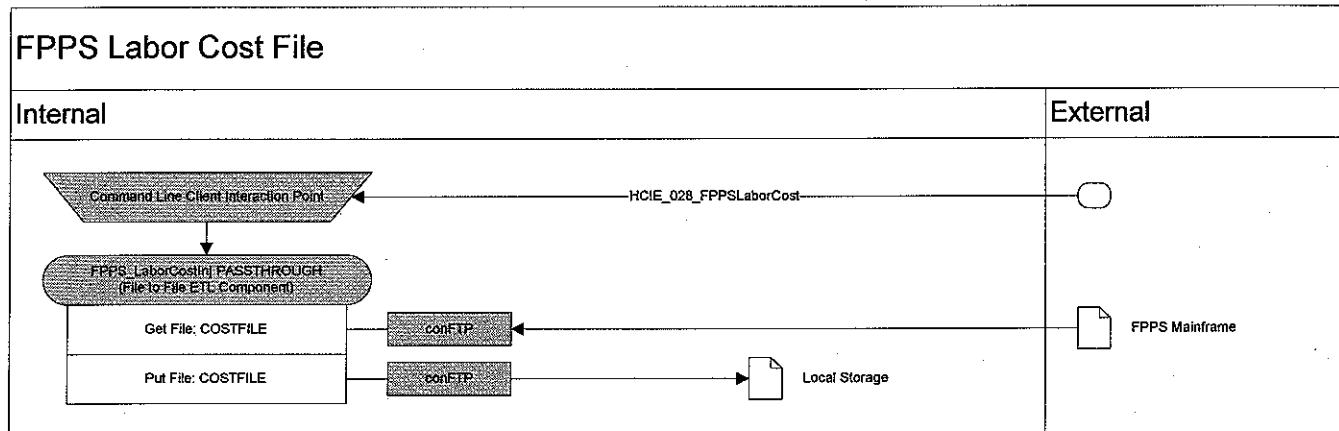
7.5.3 FPPS Labor Cost File Detail Record

Field NO	FPPS Field	Description	HCIE Field	Format	Begin-End
	DEPT	Department	FILLER	X(02)	001-002
4	BUR-OR-OFC	Bureau	Bureau	X(02)	003-004
5	SUB-BUR	Sub-bureau	Sub-Bureau	X(02)	005-006
6	YRPP	Effective Pay Period in CCYYPP format. (e.g. 199703)	Effective Pay Period	9(06)	007-012
	BLOCK	Pay Block is not used in FPPS. Blank fill.	FILLER	X(03)	013-015
7	SSN	Employee's Social Security Number.	SSN	9(09)	016-024
8	SEQ-CDE	A system generated sequential number indicating the number of records for this employee. Starts with '501' for fiscal year split (e.g. for 1999 seq # 001...002 and 2000 seq # 501...502)	Seq-Code	9(03)	025-027
9	WK-CDE	Pay Week for this record. If a record is not associated with a specific pay week (e.g. cash awards), a '1' will be used as the default.	Week Code	X(01)	028-028
	PERS-TITLE	The employee's Sex.	FILLER	X(01)	029-029
	EMP-NAME	The employee's Name: Last Name, First Name, Middle Initial	FILLER	X(25)	030-054
	PAY-STAT-CDE	Employee Status	FILLER	X(01)	055-055
	TYPE-APPT	Type of Appointment	FILLER	X(02)	056-057
	WRK-SCHED	Work Schedule	FILLER	X(01)	058-058
	TENURE-GP	Tenure Group	FILLER	X(01)	059-059
	PSN-TENURE	Position Tenure	FILLER	X(01)	060-060
	PAY-PLAN	Pay Plan	FILLER	X(02)	061-062
	GRADE-OR-LEVEL	Grade	FILLER	X(02)	063-064
	DTY-STN	The employee's Duty Station	FILLER	X(09)	065-073
10	ORG	The employee's Organization Code.	Org	X(11)	074-084
11	HRLY-RTE	Hourly Rate.	Hourly Rate	N7(04)V999	075-091
	PREM-CLS	Premium Class Codes	FILLER	X(02)	092-093
12	HRS-CDE	Pay Code	Pay Code	X(03)	094-096
13	SHFT-CDE	Shift Code	Shift Code	X(01)	097-097
	ACT-RTE-CDE	Acting Rate Code is not used in FPPS. Blank fill.	FILLER	X(02)	098-099
14	HRS	Hours.	Hours	S6(04)V99	100-105
15	PAY-AMT	Base pay Amount.	Pay Amount	S9(07)V99	106-114
16	CSR-GOVT-ADD	CSRS Government Share and forced CSRS employee share Amounts.	CSRS Govt Amount	S9(07)V99	115-123
17	OASDI-GOVT-ADD	OASDI Government Share and forced OASDI employee share Amounts.	OASDI Govt Amount	S9(07)V99	124-132
18	HLTH-BEN-GOVT-ADD	Health Benefits Government Share and forced Health Benefits employee share Amounts.	Health Ben Govt Amount	S9(07)V99	133-141
19	FEGLI-GOVT-ADD	FEGLI Government Share and forced FEGLI employee share Amounts. Plus pay code OLG (OPIC Life Insurance – Agency Share per pay period if applicable).	FEGLI Govt Amount	S9(07)V99	142-150
20	OBJECT-CLASS	Object Class Code – See attached table.	Object Class Code	X(04)	151-154
	COST-STRUCT-PREFIX	Cost Structure Prefix. (Used only by BIA; all other dept/bureaus blank fill.)	FILLER	X(01)	155-155
21	COST-STRUCT	Cost Structure; the field has been expanded to 23 characters.	Cost Structure	X(23)	156-178
22	BASE-RATE	Base Rate.	Base Rate	S7(04)V999	179-185
	LV-CAT	The employee's Leave Category.	FILLER	A(01)	186-186

Interface Development Agreement

Field NO.	FPPS Field	Description	HClE Field	Format	Begin-End
23	SWITCH-FLAG	Each calendar year, one pay period crosses fiscal year end — the split pay period. During this time, labor transactions occur in each of two fiscal years. In order for bureaus to properly account for these transactions, records must be separated by fiscal year. If the record pertains to a date less than or equal to the fiscal year end, move an 'N' in this field; otherwise blank fill. For the split pay period, create two separate files — one with SWITCH-FLAG = 'N', and one with SWITCH-FLAG = blanks. Each file should have separate header and control records. For pay periods other than the split pay period, blank fill.	Switch Flag	X(01)	187-187
	ADJ-IND	Adjustment Indicator is not used in FPPS. Blank fill.	FILLER	X(01)	188-188
	SPID	The employee's Special Program Indicator.	FILLER	X(02)	189-190
	HLTH-BEN-PLN	The employee's Health Plan Code.	FILLER	X(03)	191-193
24	MEDICARE-GOVT-ADD	Medicare Government Share and forced Medicare employee Share Amounts.	Medicare Govt Amount	S9(07)V99	194-202
25	FERS-GOVT-ADD	FERS Government Share and forced FERS employee share Amounts.	FERS Govt Amount	S9(07)V99	203-211
26	TSP-GB-ADD	Government Basic Thrift Contribution.	Govt Basic TSP Amount	S9(07)V99	212-220
27	TSP-GM-ADD	Government Matching Thrift Contribution.	Govt Match TSP Amount	S9(07)V99	221-229
	RET-SYS	The employee's Retirement Plan	FILLER	X(01)	230-230
	TSP-FID-INS-ADD	Thrift Plan Fiduciary Ins. charge, no longer assessed to the bureaus. Zero fill.	FILLER	X(05)	231-235
	ADJ-CDE	Adjustment Code is not used in FPPS. Zero fill.	FILLER	X(01)	236-236
28	GARN-DED-CDE	If the C-HRS-CDE = 70A thru 70Z or ADM, move the Hours Code to the Garnishment Deduction Code. Otherwise zero fill.	Garn Ded Code	X(03)	237-239
29	DEBT-ID	Debt Identification Number.	Debt ID Num	X(20)	240-259
	ANNUITANT-IND	Annuitant Indicator used to identify re-employed annuitants	FILLER	X(01)	260-260
	FILLER	Blank fill.	FILLER	X(20)	261-280

7.6 Technical Flow Diagram



7.7 FPPS Labor Cost In - Process Step

ID	Descriptor
	Control-M initiates the ESB Common File to File component
	The file is transferred from the DOI mainframe to the ESB

8. Project Level Tracking

8.1 Deliverables

List all of the associated deliverables required by the IDA

ID	Description

8.2 Milestones

List all of the associated Milestones and High Level Tasks associated with the IDA

Task ID	Milestone / Task	Due Date	Owner

8.3 Risks & Mitigation

The following list identifies the risk to the successful completion of this project:

ID	Risk Description	Mitigation Action	Realized Date	Owner

8.4 Change Control

The following table tracks the impact of design changes to the original document

Change ID	Change Description	Impacted Team(s)	Impact Estimate	Delivery Date

9. Appendix

9.1 IDA Governance Process

- IDA is developed as a result of functional and technical discussions between two interfacing teams.
- IDA reviewed by both teams and forwarded to NASA representatives of both teams.
- IDA is reviewed by NASA representatives and opened for discussion.
- Potential feedback from NASA representatives is incorporated and returned for review by both teams.
- IDA is reviewed by NASA owners and formally signed by both representatives from NASA.
- If either team representative requests a change to the interface, an identifier is described to the change request for communication and tracking purposes.
- All change requests initiated by NASA must be approved by the “NASA Labor Cost Functional Lead.”
- The change request is forwarded to the NASA representative.
- The NASA representative communicates the change request to the other development team representative.
- The development team evaluates the request for the feasibility of implementation, impact to other systems, level of effort, and project risk.
- The development team accepts or denies the request and provides justification to the NASA representatives.
- If development team agrees to the change request then it provides level of effort, detailed schedule for implementation and coordinates with the interfacing team for finalizing the requirements for signoff and implementation. Either team uses the change request identifier in their documentation.
- Each team incorporates the schedule for the change request and proceeds with the implementation.
- If the development team denies the request then it provides justification for not accepting the change in a particular release.
- The change request gets tabled for a future release.

9.2 Supporting/Reference Documents

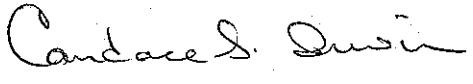
List all of the documents referenced in the IDA

Document ID	Document Name

10. Approval Signoff

Signature	Printed Name / Representative Team & Role	Date
	Terry Bowie Deputy, Office Chief Financial Officer	
	Candace Irwin Director, Workforce Systems and Accountability Division	

10. Approval Signoff

Signature	Printed Name / Representative Team & Role	Date
	Terry Bowie Deputy, Office Chief Financial Officer	8-20-08
	Candace Irwin Director, Workforce Systems and Accountability Division	8-21-08